

THE NAVAL SURFACE WARFARE CENTER
CARDEROCK DIVISION QUALITY PROCEDURES

Title: DESIGN CONTROL	Number: 00-0000-042-01	Revision Number: 2	Date Effective: 6/15/96
	Prepared By: Sondra D. Gutkind	Approved By: Sondra D. Gutkind	Page: 1 of 3

4.0 PURPOSE

To ensure that specified design requirements are met and/or validated.

4.1 SCOPE

This procedure applies to the control activities. All design activities may not be applicable to all Pilot Programs. This procedure may be supplemented by a Pilot Program design control procedure that meets the requirements of ISO 9001-1994 and does not change the basic intent of this Division Quality Procedure.

4.2 PROCEDURE

4.2.1 Design and Development Planning

Each Pilot Program will conduct its own design and development planning as applicable and according to Pilot Program procedures.

4.2.2 Activity Assignment

The Pilot Program Department Head or designee is responsible to plan departmental resources to meet the agreed design objectives. The Pilot Program Department Head or designee carries out this responsibility by delegating project management to appropriate personnel as defined by the Pilot Program.

4.2.3 Organizational and Technical Interfaces

Reviews of all projects are communicated in management reports. Organizational and Technical interfaces will be through the established Pilot Program management structure. The management reports are generated by appropriate personnel as defined by Pilot Program procedure.

**THE NAVAL SURFACE WARFARE CENTER
CARDEROCK DIVISION QUALITY PROCEDURES**

Title: DESIGN CONTROL	Number: 00-0000-042-01	Revision Number: 2	Date Effective: 6/15/96
	Prepared By: Sondra D. Gutkind	Approved By: Sondra D. Gutkind	Page: 2 of 3

4.2.4 Design Input

All information needed to carry out the project and meet requirements is the responsibility of appropriate personnel as defined by Pilot Program procedure. This includes the translation of the Project Sponsor's or customer's needs to technical specifications and performance requirements. The documented design input should accurately define the service/product requested, including any applicable regulatory and safety standards, if required.

4.2.5 Design Output

4.2.5.1 Preliminary design results are communicated to the Project Sponsor or customer by appropriate personnel as needed and in a format defined by Pilot Program procedures. Final reports will be reviewed by the Pilot Program Department Head or designee prior to release by appropriate personnel.

4.2.5.2 All design output, including any supporting documentation, will be maintained in a project file, in a computer database or as otherwise defined by Pilot Program procedure.

4.2.5.3 In-progress project files are maintained by appropriate personnel. Completed project files are maintained as records according to Pilot Program procedures.

4.2.6 Design Verification and Validation

4.2.6.1 Design verification is ensured through design reviews, technical reviews or as required by Pilot Program procedures.

4.2.6.2 Field trials and system test validations are conducted as appropriate for the design and as required by Pilot Program procedures.

THE NAVAL SURFACE WARFARE CENTER
CARDEROCK DIVISION QUALITY PROCEDURES

Title: DESIGN CONTROL	Number: 00-0000-042-01	Revision Number: <i>2</i>	Date Effective: <i>6/15/96</i>
	Prepared By: Sondra D. Gutkind	Approved By: Sondra D. Gutkind	Page: 3 of 3

4.2.7 Design Changes

All changes that occur to the design, scope, objectives, or product specifications during the design process will be maintained and recorded by appropriate Pilot Program personnel. This information will be communicated to personnel responsible for design review. All changes will be documented. The quality record is the Design Review and that will include design changes.

4.3 RECORDS

Management Reports

Design Input

Design Output

Design Verification & Validation

Design Changes